

# **Registry of the Specific Claims Tribunal**

**2012-13**

**Report on Plans and Priorities**

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The Honourable John Duncan  
Minister of Aboriginal Affairs and Northern Development



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## Deputy Head's Message

I am pleased to present the Registry of the Specific Claims Tribunal's 2012-13 Report on Plans and Priorities. It demonstrates our continued commitment to the provision of an administrative infrastructure to the Specific Claims Tribunal (the Tribunal) while safeguarding the Tribunal's independence from the executive branch of government.

This has been a landmark year for the Registry of the Specific Claims Tribunal (the Registry). On June 1, 2011, the Tribunal officially opened its doors, and, since then, claims have been accepted and filed. The environment in which the organization has been operating has changed tremendously: from one where filing a specific claim was a goal into one where the wheels of justice are turning. It is with great enthusiasm and excitement that we enter into this new phase in the life of the organization.

This year, we will continue to focus on implementing new technologies to support the processing of claims in a timely and cost-effective manner, and we will work closely with Central Agencies to secure funding for future years in order to enable the Tribunal to continue to meet its mandate. In an effort to create a healthy, productive and thriving workplace, the Registry will continue to invest in people with a view to attract, train and retain those with the skills and experience required to support the Members of the Tribunal and assist parties in processing their claims.

I look forward to the opportunities that lie ahead in supporting the Tribunal in its adjudication of specific claims.

Raynald Chartrand, CMA  
Deputy Head and Registrar  
Registry of the Specific Claims Tribunal



## Section I: Organizational Overview

### Raison d'être

The Specific Claims Tribunal is an independent tribunal established under the *Specific Claims Tribunal Act* (which came into force on October 16, 2008) to adjudicate First Nations' grievances against the Crown. The Tribunal has the express mandate of deciding specific claims including claims related to the non-fulfilment of treaties, fraud, illegal leases and dispositions, and inadequate compensation for reserve lands or other assets. The purpose of the *Specific Claims Tribunal Act* is to resolve outstanding grievances and to encourage reconciliation between First Nations and the Crown.

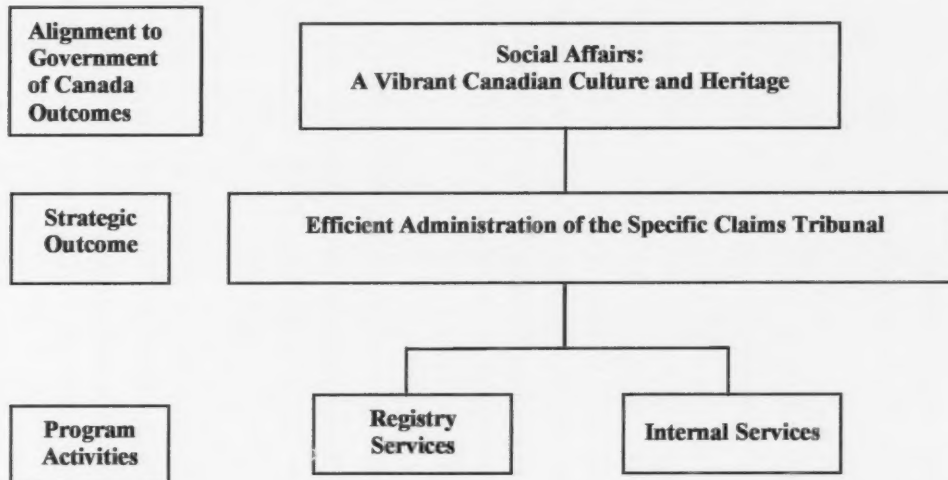
### Responsibilities

The *Specific Claims Tribunal Act* provides for an administrative infrastructure in support of the work of the Specific Claims Tribunal through the Registry of the Specific Claims Tribunal. The Registry is designated as a government department under Schedule I.1 of the *Financial Administration Act* and therefore must adhere to federal public administration policies including the preparation of this Report on Plans and Priorities. This report pertains to the activities of the Registry in support to the Tribunal, not to the Tribunal claims themselves.

The Registry of the Specific Claims Tribunal supports all aspects of the Tribunal's work to ensure that the Tribunal can hold hearings. The Registry is also the repository for filing claims and all documents and orders for all claims brought before the Tribunal.

## Strategic Outcome and Program Activity Architecture (PAA)

The chart below illustrates the framework the Registry of the Specific Claims Tribunal is using to ensure that its program activities contribute to its strategic outcome.





## Organizational Priorities

Priority	Type <sup>1</sup>	Strategic Outcome
Provide the Tribunal with the infrastructure required to hear claims in a timely and cost-effective manner	Previously committed to	Efficient administration of the Specific Claims Tribunal
<b>Description</b>		
<p><b>Why is this a priority?</b></p> <p>With claims now being filed, it is imperative that the Registry provide the Tribunal with the support it needs with respect to human resources and technology so that it can efficiently process claims.</p> <p><b>Plans for meeting the priority</b></p> <p>Staffing key support positions and implementing the necessary technological tools will enable the Tribunal to hear claims expeditiously, locally and in the provinces, while reducing travel-related expenditures.</p>		

<sup>1</sup> Type is defined as follows: **previously committed to**—committed to in the first or second fiscal year prior to the subject year of the report; **ongoing**—committed to at least three fiscal years prior to the subject year of the report; and **new**—newly committed to in the reporting year of the RPP or DPR.

Priority	Type	Strategic Outcome
Implement and continue to upgrade an electronic registry	On-going	Efficient administration of the Specific Claims Tribunal
<b>Description</b>		
<b>Why is this a priority?</b> An efficient electronic registry allows claimants to file documents electronically through the Tribunal website and allows Tribunal Members immediate access to case documents from their respective chambers across Canada. The posting on our website of all public documents filed on a case informs the public and potential claimants of the status of claims.		
<b>Plans for meeting the priority</b> We will enhance our document management system in light of requirements identified through the scheduling of case management conferences for claims. We will continue to use the website as our key communication tool with our stakeholders and the public.		

Priority	Type	Strategic Outcome
Work with Central Agencies to secure the level of funding required to support the work of the Tribunal	New	Efficient administration of the Specific Claims Tribunal
<b>Description</b>		
<b>Why is this a priority?</b> The funding for the Registry has been approved until the end of the fiscal year; therefore, additional funding authorities are required to continue to support the work of the Tribunal in future years.		
<b>Plans for meeting the priority</b> The Registry will work closely with Central Agencies to secure the necessary level of funding to continue to process claims in an efficient and timely manner over the next fiscal years.		

Priority	Type	Strategic Outcome
Delivery of training including: cultural, values and ethics training and professional development	On-going	Efficient administration of the Specific Claims Tribunal
<b>Description</b>		
<b>Why is this a priority?</b> Providing learning and development opportunities to staff is important for maintaining a competent work force and is a key factor in employee retention. Registry staff who are in contact with claimants must exercise their duties in a culturally respectful manner and in a way that respects the values and ethics of the public service.		
<b>Plans for meeting the priority</b> Emphasis will be placed on the provision of cultural training and on encouraging employees to take charge of their careers and professional development.		

## Risk Analysis

The Registry has an ongoing major planning challenge as its activities are driven by external demands that it can only react to rather than plan for. It cannot accurately determine how many claims will be filed in any given fiscal year.

A claim is eligible to be filed with the Registry by a First Nation only once the claim has been submitted to the Specific Claims Branch at Aboriginal Affairs and Northern Development Canada (AAND) and has gone through its specific claims process. The decision to file a claim rests entirely with the First Nation. Currently, there are over several hundred claims eligible to be filed with the Tribunal, but, to date, less than twenty (20) claims have been filed. Additional claims will continue to become eligible to be filed in the current and future years.

This situation poses a significant problem for the Registry as it must have sufficient human and financial resources to support the work of the Tribunal. Securing the funding to support such operational requirements without being able to predict, with any degree of certainty, the level of resources required is a major challenge for the organization. Another substantive risk the Registry faces relates to predicting the financial costs associated with Tribunal hearings as these costs are a function of the number of hearing days required for each claim.

The Registry will closely monitor the intake of new claims and the cost of processing claims already filed and will keep Central Agencies informed of any potential shortfalls.

## Planning Summary

### Financial Resources (\$ thousands)

2012-13	2013-14	2014-15
\$2,847	See note <sup>2</sup>	See note <sup>2</sup>

The Registry expects to fully utilize its financial resources in 2012-13 as the Tribunal is now fully operational and hearings of claims will take place during the year. The Registry was established in 2008 and funding was provided until the end of 2012-13. Work is underway to secure additional funding for 2013-14 and future years. The approval process will be finalized later this fiscal year.

### Human Resources (Full-Time Equivalents—FTEs)

2012-13	2013-14	2014-15
17	See note <sup>2</sup>	See note <sup>2</sup>

The human resources table above provides the total of approved full-time equivalents for the Registry of the Specific Claims Tribunal. The Registry was established in 2008 and funding was provided until the end of 2012-13. Work is underway to secure funding for 2013-14 and future years. The approval process will be finalized later this fiscal year.

Strategic Outcome: Efficient Administration of the Specific Claims Tribunal	
Performance Indicators	Targets
Client level of satisfaction regarding quality of service	80% satisfaction
Tribunal Members' level of satisfaction regarding quality of service	80% satisfaction

<sup>2</sup> Note: Work is underway with Central Agencies to secure funding for 2013-14 and future years.

**Planning Summary Table**

(\$ thousands)

Program Activity	Forecast Spending 2011-12	Planned Spending			Alignment to Government of Canada Outcomes
		2012-13	2013-14	2014-15	
Registry Services	\$2,281	\$2,278	See note <sup>2</sup>	See note <sup>2</sup>	A vibrant Canadian Culture and Heritage
Total Planned Spending		\$2,278	See note <sup>2</sup>	See note <sup>2</sup>	

**Planning Summary Table**

(\$ thousands)

Program Activity	Forecast Spending 2011-12	Planned Spending		
		2012-13	2013-14	2014-15
Internal Services	\$570	\$569	See note <sup>2</sup>	See note <sup>2</sup>
Total Planned Spending		\$569	See note <sup>2</sup>	See note <sup>2</sup>

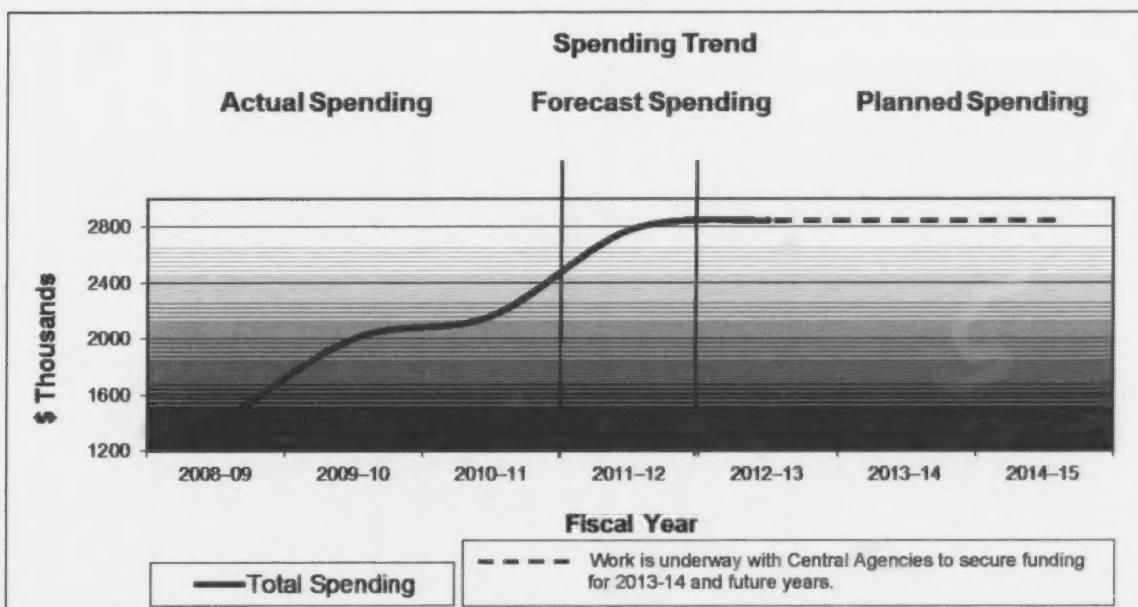
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<sup>2</sup> Note: Work is underway with Central Agencies to secure funding for 2013-14 and future years.



## Expenditure Profile

### Departmental Spending Trend



Having officially opened its doors in June of 2011, the Registry expects to fully utilize its authorized funding in 2012-2013. The Tribunal will hold its first hearing during this fiscal year and additional claims will certainly be filed. Taking into consideration that the Registry cannot predict its workload but can only react to it, vigilant forecasting and monitoring of claim intake will take place to ensure that the Tribunal has sufficient resources to carry out its mandate.

### Estimates by Vote

For information on our organizational appropriations, please see the [2012-13 Main Estimates publication](#).

## Section II: Analysis of Program Activities by Strategic Outcome

### Strategic Outcome

Efficient Administration of the Specific Claims Tribunal.

### Program Activity: Registry Services

#### Program Activity Description

Facilitates timely access to the Specific Claims Tribunal through client service, quality of advice, efficient and timely processing and unbiased service delivery.

#### Financial Resources (\$ thousands)

2012-13	2013-14	2014-15
\$2,278	See note <sup>2</sup>	See note <sup>2</sup>

#### Human Resources (Full-Time Equivalents—FTEs)

2012-13	2013-14	2014-15
11.5	See note <sup>2</sup>	See note <sup>2</sup>

Program Activity Expected Results	Performance Indicators	Targets
Facilitate timely access to the Specific Claims Tribunal through excellent client service, efficient and timely processing of claims and unbiased service delivery	A Registry staffed with qualified individuals capable of providing corporate and registry services in an efficient and effective manner	Completion of Registry staffing processes  Delivery of developmental staff training
	An electronic registry that utilizes technology to introduce efficiencies and overcome logistical challenges	Operational electronic registry and case management system  Immediate access by Tribunal

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<sup>2</sup> Note: Work is underway with Central Agencies to secure funding for 2013-14 and future years.



	associated with administering a national tribunal	Members to case documents from their respective chambers across Canada
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### Planning Highlights

This year, additional resources will be allocated to the processing of claims as we already have several ready to be heard. The experience gained through these hearings will allow us to better forecast our requirements for financial resources. Work will be done with Central Agencies to secure funding for future years.

## Program Activity: Internal Services

### Program Activity Description

Internal Services is an umbrella term for activities under the Registry's administration that meet program needs and other corporate obligations. These activities are management and oversight, communications, legal services, human resources management, financial management, information management, information technology, real property, material, acquisition, travel, and other administrative services.

### Financial Resources (\$ thousands)

2012-13	2013-14	2014-15
\$569	See note <sup>2</sup>	See note <sup>2</sup>

### Human Resources (Full-Time Equivalents—FTEs)

2012-13	2013-14	2014-15
5.5	See note <sup>2</sup>	See note <sup>2</sup>

Program Activity Expected Results	Performance Indicators	Targets
High-quality internal services to the Registry function to ensure that the infrastructure is in place to assist the Tribunal in meeting its mandate	Review of internal policies, procedures and internal controls  Public Service Commission and Receiver General's rating of financial and human resources management	25% reviewed during the year  A rating level of 80% satisfaction

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<sup>2</sup> Note: Work is underway with Central Agencies to secure funding for 2013-14 and future years.

## Planning Highlights

This program activity is intended to establish expectations for internal services and to monitor overall service performance of the Registry. The Registry intends to follow the Management Accountability Framework<sup>3</sup> management practices to act in the best interests of the organization, its members, its employees and its stakeholders.

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<sup>3</sup> The Management Accountability Framework can be accessed online at <http://www.tbs-sct.gc.ca/maf-crg/index-eng.asp>

## Section III: Supplementary Information

### Financial Highlights

#### Future-Oriented

#### Condensed Statement of Operations

For the year ending March 31, 2013

(\$ thousands)

	\$ Change	Future-Oriented 2012-13	Future-Oriented 2011-12
Total Expenses	72	3,430	3,358
Total Revenues	0	0	0
<b>Net Cost of Operations</b>	<b>72</b>	<b>3,430</b>	<b>3,358</b>

#### Condensed Statement of Financial Position

For the year ending March 31, 2013

(\$ thousands)

	\$ Change	Future-Oriented 2012-13	Future-Oriented 2011-12
Total Assets	N/A	1,200	N/A
Total Liabilities	N/A	503	N/A
Equity	N/A	697	N/A
<b>Total</b>	<b>N/A</b>	<b>1,200</b>	<b>N/A</b>

### Future-Oriented Financial Statements

The Registry's Future Oriented Financial Statements can be found on the Registry of the Specific Claims Tribunal's website: [www.sct-trp.ca](http://www.sct-trp.ca)

## Section IV: Other Items of Interest

### Organizational Contact Information

**For further information please contact:**

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Ottawa, Ontario K1R 7Y2

Telephone: 613-947-0751

Specific Claims Tribunal's website: [www.sct-trp.ca](http://www.sct-trp.ca)